

CITY OF SEBASTOPOL CITY COUNCIL
AGENDA ITEM REPORT FOR MEETING OF: August 6, 2024

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To: Honorable Mayor and City Councilmembers
From: Public Works Superintendent
City Manager
Subject: Consideration of an Ad Hoc Committee for Sebastopol Cultural Community Center (SCCC)
Building Assessment

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RECOMMENDATION:

This item is to request the City Council consider creating an Ad Hoc Committee for the Sebastopol Cultural Community Center (SCCC) to provide recommendations on master planning capital improvements to the facility and appoint Two Councilmembers to serve on the Ad Hoc Committee.

EXECUTIVE SUMMARY:

The City Council, from time to time, may authorize ad hoc committees for the purpose of studying and making recommendations on specific issues. As recommended at the July 2, 2024, City Council Meeting, the Council adopted the Capital Improvement Program (CIP) for the Community Center for the Community Cultural Center Master Plan Project #0712-23.06.

BACKGROUND:

Each year, the City Council makes appointments to the various committees and amend Committees as needed throughout the year. Tonight’s item is to consider the creation of an Ad Hoc Committee that will serve for a limited time from initial appointment until June 30, 2025 or when their role is completed, whichever is first. The role of the Ad Hoc Committee would be to provide input (or guidance?) to the master plan process for the Community Center. Any decisions on the master plan would come to the full Council for consideration.

Two capital projects were recently approved in the adopted Fiscal Year 2024-25 Capital Improvement; one was for fire related improvements and the other was for the Community Center Master Plan. Council approved the two projects as part of the Fiscal Year 2024-25 Capital Improvement Plan adopted by Council on July 2, 2024 with the understanding that the Master Plan would be reviewed and discussed with a newly-created Ad Hoc committee for the SCCC.

ANALYSIS:

The SCCC Ad Hoc Committee would consist of two appointed Councilmembers, the Public Works Superintendent, staff representatives from Engineering (currently, GHD), and an SCCC Board member. The Public Works Superintendent would take the lead role in coordinating meetings.

COMMUNITY OUTREACH:

This item has been noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to the scheduled meeting date.

FISCAL IMPACT:

It is anticipated that the Ad Hoc committee will meet regarding the Master Plan as needed. Staff time will be required, and GHD’s time will be paid at Time and Materials rates out of the capital project budget for project management activities.

OPTIONS:

The Council has the following options:

1. Approve the creation of the SCCC Ad Hoc Committee and appoint two Councilmembers as representatives to the Ad Hoc; or
2. Do not approve the creation of the SCCC Ad Hoc Committee and coordinate with the current Community Cultural Center Council liaison; or
3. Do not approve the creation of the SCCC Ad Hoc Committee and authorize staff to gather pertinent information and report back to Council with options, costs and recommendations for approval.

ATTACHMENTS:

1 – Community Cultural Center Master Plan Information Sheet from the Adopted CIP

APPROVALS:

Department Head Approval: Approval Date: 7/23/24

CEQA Determination (Planning): Approval Date: 7/23/24

The proposed action is not a project under the California Environmental Quality Act (CEQA)

Administrative Services (Financial) Approval Date: 7/23/24

Costs authorized in City Approved Budget: Yes No N/A

Account Code (f applicable) _____

City Attorney Approval: Approval Date: 7/23/24

City Manager Approval: Approval Date: 7/23/24

Project No: 0712-23.06
Category: Stormwater and Flood Mitigation Projects
Project Location: 390 Morris St.



DESCRIPTION: The master plan will consider flood mitigation and flood proofing alternatives and costs for long range flood mitigation projects. The plan will also include a list of short term flood repairs from previous flood damages to continue to keep the existing building operational.

JUSTIFICATION: The Sebastopol Community Cultural Center Master Plan (SCCC) is located in a floodplain and routinely floods. The plan will serve as a long range master plan to determine alternatives such as long term flood mitigation improvements or relocating to a different location not in a floodplain.

GENERAL PLAN Goals and Policies: Community Services and Facilities CSF 6-16: Support improvements to, expansion of, or replacement of the Sebastopol Community Cultural Center to address flood issues, and to improve services and facilities available to the community in order to enhance the quality of life for all City residents through the provision of quality community services and facilities.

EXPENDITURES							PROJECT TOTAL
	FY23-24 Estimated	2024-25	2025-26	2026-27	2027-28	2028-29	
9100 - Pre-construction		85,000					85,000
EXPENDITURE TOTALS		85,000					85,000
FUNDING SOURCES							
127-2019 Flood Mitig Earmark		85,000					85,000
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